

Kentucky Board of Registration for Professional Geologists
P. O. Box 1360
Frankfort KY 40602-1360

Telephone: (502) 564-3296 ext. 227

FAX: (502) 696-1929

Filing a Complaint

What are your rights?

You have a right to expect a professional standard of conduct from a professional geologist. If you believe a geologist has violated Kentucky statutes or regulations, you may send a written complaint to the Kentucky State Board of Registration for Professional Geologists. As the body responsible for regulating the professional geologist profession and protecting the public in matters related to geology, the Board will review your complaint and take appropriate action.

How does the complaint process work?

Complaints that have been received in writing at the Board office will be acknowledged immediately by letter. A copy of the complaint will be forwarded to the individual and he/she will be given twenty (20) days to respond. The complaint and response will then be reviewed by the Board members at their next meeting. If no law appears to have been broken, you will receive notification from the Board. If the Board believes a law may have been broken, an investigation will take place. If the Board files formal charges against a geologist as a result of the investigation, an administrative hearing may be held. This formal hearing involves lawyers, a court reporter, a hearing officer and witnesses. If the Board finds that the geologist has not met the prescribed standard of conduct, it has the authority to impose penalties ranging from suspension or loss of a certificate or license to a reprimand. A penalty may be reached by agreement between the Board and the geologist.

What might I expect from filing a complaint?

The complaint process is a detailed and careful one, and you should expect some delay. In every case the geologist will be informed that a complaint has been filed, the name of the complainant, and the disposition of the complaint. Not every complaint results in disciplinary action by the Board if the geologist has not violated the laws governing professional geologists. If charges are filed, a hearing may be held similar to a court trial, and it is open to the public. You may be subpoenaed as a witness to provide testimony regarding the case. In this event the Assistant Attorney General assigned to the Board will assist you in preparing for the hearing. If the Board orders a specific sanction, the geologist has the right to appeal, and a final decision may be delayed in the courts. While you may have an opinion regarding the process and outcome of processing your complaint, please remember that the decisions to dismiss or settle a case or propose disciplinary measures are solely the decision of the Board and may be subject to review by the courts.

If the Board files formal charges or takes formal action against a geologist, most portions of the investigative file will become a "public record" which can be viewed by any individual who requests to do so. The record may include your written complaint, transcripts, or reports of interviews, letters, and other reports. All testimony and evidence admitted in a formal hearing have the status of public record as well.

Throughout the various stages of the complaint process, you will be kept informed. You will also be advised of the final outcome.

How do I make a complaint?

You should complete the complaint form that accompanies this information sheet. Make sure you give all pertinent information. Please sign the complaint form so that the Board may look further into your concerns. Complaints and release forms should be mailed to:

**KENTUCKY BOARD OF REGISTRATION
FOR PROFESSIONAL GEOLOGISTS
P. O. BOX 1360
FRANKFORT, KY 40602-1360**

DATE RECEIVED: _____

COMPLAINT NO.: _____

KENTUCKY STATE BOARD OF REGISTRATION FOR PROFESSIONAL GEOLOGISTS Complaint Form

Person Filing Complaint

Name: _____

Address: _____ City: _____ State: _____ Zip Code _____

Day Telephone: (____) _____ Evening Telephone: (____) _____

Business Name: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Day Telephone: (____) _____ Evening Telephone: (____) _____

Name of Individual

Name: _____

Address: _____ City: _____ State: _____ Zip Code _____

Business Name: _____

Address: _____ City: _____ State: _____ Zip Code _____

Day Telephone: (____) _____ Evening Telephone: (____) _____

Name and phone number of any persons who may provide additional information

1. Name _____ Telephone: (____) _____ Type of Information _____

2. Name _____ Telephone: (____) _____ Type of Information _____

3. Name _____ Telephone: (____) _____ Type of Information _____

4. Name _____ Telephone: (____) _____ Type of Information _____

Brief Summary of Complaint

Please be as specific as possible regarding names, dates locations, and actions which you believe to be improper, unethical or unprofessional. Attach copies of any documents or records pertinent to your complaint.

By signing this complaint form, I hereby certify that the information is complete and true to the best of my knowledge.

**Send to: KENTUCKY BOARD OF REGISTRATION FOR
PROFESSIONAL GEOLOGISTS
PO BOX 1360
FRANKFORT KY 40602-1360**

**Authorization for Release of Records to
The Kentucky Board of Registration for Professional Geologists**

I, _____, the undersigned, do hereby authorize the full release of any and all records, including reports, maps, charts and billing information from _____, Professional Geologist, or other person(s) regarding the public practice of geology, including the performance of services for geological descriptions, location, or evaluations of earth materials, liquids, and gases and the natural processes among them to the Kentucky Board of Registration for Professional Geologists or any authorized agent or investigator of the Board.

I understand that the above records may be used by the Board in the investigation and possible disciplinary prosecution under KRS Chapter 322 against the geologist. I further understand that the Board will make reasonable efforts to protect the confidentiality of my records under KRS Chapter 61 and KRS Chapter 13B, or other applicable laws.

A photocopy of this authorization shall be deemed effective as an original.

This authorization shall be effective for one year from the date of signing.

Date

Signature

